

CASCADE METROPOLITAN DISTRICT NO. 1

NOTICE OF SPECIAL MEETING

Cascade Fire Station

8015 Severy Road

Cascade, Colorado

Tuesday, November 17, 2015

5:30 P.M.

Board of Directors

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|--|-----------------------|
| Mike Whittlemore, President | Term Expires May 2016 |
| Mike Herr, Secretary/Treasurer | Term Expires May 2016 |
| Troy Eason, Assistant Secretary | Term Expires May 2018 |
| Stephen Spaulding, Assistant Secretary | Term Expires May 2018 |
| Susan Soloyanis, Assistant Secretary | Term Expires May 2016 |

AGENDA

1. **Call to Order**
2. **Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures**
3. **Approval of Agenda**
4. **Public Comment** (Items Not on the Agenda Only. Comments limited to 3 minutes per person and taken in Order In Which They Appear on Sign-Up Sheet)
5. **Correspondence** (Board Responses to Community Correspondence Received Outside of the Board Meeting. Board will recite the questions or comments received and provide a verbal response which will be recorded in the minutes. No public comment will be taken during this time)
6. **Consent Agenda Items** (These items are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless requested, in which event, the item will be removed from the Consent Agenda and considered in the Regular Agenda)
 - a. **Acknowledge Manager's Report (enclosure)**
 - b. **Approval of Board Meeting Minutes from the October 27, 2015 Meeting (enclosure)**
 - c. **Approval of Payables for the Period Ending November 16, 2015 (enclosure) in the amount of:**

| | |
|---------------------------|--------------------|
| General Fund: | \$36,855.23 |
| <u>Debt Service Fund:</u> | <u>\$23,512.44</u> |
| Total | \$60,367.67 |
 - d. **Acceptance of Unaudited Financial Statements as of October 31, 2015, the schedule of cash position updated as of October 31, 2015 and bank statements (enclosure)**
 - e. **Ratification of Independent Contractor Agreement with Marine Diving Solutions for Water Tank Inspection Services (enclosure)**
 - f. **Adoption of Resolution No. 2015-11-01: Annual Administrative Resolution (enclosure)**
 - g. **Adoption of Resolution No. 2015-11-02: Regarding Election (enclosure)**
 - h. **Consider Approval and Renewal of Consultant Agreements for 2016 Services (copies of all agreements available upon request; no changes in scope or fees unless otherwise noted):**
 - i. **WHITE BEAR ANKELE TANAKA & WALDRON, Attorneys at Law, for General Counsel Services**

- ii. Schooler & Associates, Inc. for Management, Accounting and Billing Services
- iii. Meyer & Sams, Inc., d/b/a GMS, Inc., Consulting Engineers for Engineering Services
- iv. Lamb Plumbing & Excavating, Inc., for Plumbing and Excavation Services

7. Consideration of items removed from Consent Agenda

8. Management Matters

- a. Update on Fitz Gulch project
- b. CSU report update – Director Soloyanis

9. Operations Matters

- a. Status of system leak and repair.

10. Financial Matters

- a. Consider Approval of Requisition No. 6 to UMB Bank, as Trustee, for payment of Working Capital Project funds from Water Enterprise Revenue Refunding and Improvement Bonds, Series 2015A and 2015 B If needed (**GMS invoice to be available at the meeting**)
- b. Public Hearing on Amendment of 2015 Budget and Adoption of Resolution No. 2015-11-03 (**enclosure**)
- c. Public Hearing on 2016 Budget and Adoption of Resolution No. 2015-11-04 (**enclosure**)
 - i. Review Fees and Rates and Consider Adoption of Resolution No. 2015-11-05: Concerning the Imposition of Various Fees, Rates, Penalties and Charges for Water Services and Facilities (**enclosure**)
 - ii. Consider Adoption of Resolution No. 2015-11-06: Establishing Guidelines for the Processing and Collection of Delinquent Fees and Charges (**enclosure**)
- d. Consider Adoption of Resolution No. 2015-11-07: Certifying Delinquent Accounts to County Treasurer (**enclosure**)
- e. Consider Approval of Engagement Letter with Biggs Kofford, PC for 2015 Audit Services (**enclosure**)

11. Legal Matters

12. Other Business

- a. Next Meeting—Discuss December Meeting Date (Current Date: December 22, 2015 at 5:30 PM)

13. Adjournment